

BUILDING MAINTENANCE MECHANIC

General Definition of Work:

Performs intermediate semiskilled and skilled work in a variety of building maintenance assignments. Work is performed under the regular supervision of the Building Maintenance Supervisor.

Essential Functions/Typical Tasks:

Performing general building maintenance and repair activities; performing carpentry, electrical, plumbing and mechanical maintenance and repair tasks; constructs, repairs and maintains street, building, parking lot, and other signage

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.)

- Performs carpentry, electrical, masonry, mechanical, electronic and plumbing repair and maintenance work.
- Frames and lays out work to perform carpentry tasks; repairs walls and furniture.
- Installs and replaces receptacles and switches; pulls wire; installs light fixtures, ballasts, conduit and computer wires.
- Repairs plumbing facilities and fixtures; repairs electric motors.
- Prepares surfaces for painting, paints walls, ceilings, doors, windows, cabinets and equipment.
- Builds and constructs furniture, cabinets and similar facilities.
- Pulls telephone and computer cables.
- Picks up and delivers furniture and supplies.
- Designs, fabricates, assembles, installs, repairs, maintains, and inspects various signage.
- Assists with HVAC maintenance and repairs.
- Prepares meeting rooms.
- Assists with snow and ice removal.
- Paints parking lot stripping.
- Completes assigned work orders and work order reports.
- Performs other building maintenance tasks as assigned.
- Performs related tasks as required.

Knowledge, Skills and Abilities:

General knowledge of maintenance, repair and manual tasks of the area assigned; general knowledge of the use of common hand and specialized power tools required in the work; general knowledge of the safe use and operation and preventive maintenance of electrical and mechanical equipment required in the work; skill in the use of equipment to which assigned; basic computer skills; ability to perform manual labor for extended periods; ability to follow instructions; and the ability to establish and maintain effective working relationships with associates.

Education and Experience:

Requires graduation from high school and considerable experience as a semiskilled or skilled worker in the maintenance, repair and/or construction activity to which assigned. An equivalent combination of education and experience may be considered.

Physical Requirements:

This is heavy work requiring the exertion of 100 pounds of force occasionally, up to 50 pounds of force frequently, and up to 20 pounds of force constantly to move objects; work requires climbing, balancing, stooping, crouching, reaching, walking, pushing, pulling, lifting, grasping, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for visual inspection involving small defects and/or small parts, use of measuring devices, assembly or fabrication of parts at or within arms length, operation of machines, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions, noise, vibration, hazards, atmospheric conditions, and oils.

Special Requirements:

Possession of an appropriate driver's license valid in the State of North Carolina. Position is a safety-sensitive position as defined by the Drug Free Workplace Policy. Some overtime and after hours work is required.